



## **MINUTES**

**BRYAN BUILDING AND STANDARDS COMMISSION  
WORKSHOP MEETING  
MONDAY, AUGUST 08, 2011  
12:00 P.M.  
ROOM 305, BRYAN MUNICIPAL BUILDING  
300 SOUTH TEXAS AVENUE, BRYAN, TEXAS**

On the 8<sup>th</sup> day of August, 2011 the Building and Standards Commission of the City of Bryan, Texas convened in Room 305 of the Bryan Municipal Building, 300 S. Texas Avenue at 12:00pm.

**BSC Members Present:**

Mr. Jerry Ponzio  
Mr. Dan Buchly  
Ms. Cheryl Free  
Mr. Kevin Krolczyk  
Mr. Victor Drozd  
Mr. Daryl Massey

**Staff Members Present:**

Mr. Kevin Russell, Director of Planning and Development Services  
Ms. Lindsey Guindi, Asst. Director of Planning and Development Services  
Mr. Greg Cox, Chief Building Official  
Mr. Martin Zimmermann, Planning Administrator  
Mr. Jonathan Koury, Assistant City Attorney  
Ms. Charmaine McKinzie, Dev. Serv. Representative

Disclaimer: *The meeting minutes herein are a summarization of meeting procedures, not a verbatim transcription.*

**1. CALL TO ORDER.**

Chairperson Ponzio called the meeting to order at 12:00pm.

**2. STAFF PRESENTATION AND DISCUSSION REGARDING THE DUTIES AND FUNCTIONS OF THE BUILDING AND STANDARDS COMMISSION AND COMMISSION MEETING PROCEDURES (Questions may be directed to staff, no action will be taken).**

Commissioners and staff discussed some of the new procedure changes, to make the meetings more efficient.

### 3. ADJOURN.

Chairperson Ponzio adjourned the meeting at 1:00pm.

These minutes were reviewed and approved by the City of Bryan Building and Standards Commission on the **26th** day of **September, 2011**.

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Jerry Ponzio, Chairperson  
Building and Standards Commission  
City of Bryan, Texas

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Greg Cox, Chief Building Official and  
Secretary to the Building and Standards  
Commission